REQUEST FOR PROPOSALS
FOR A COMMUNICATION TOWER

City of Mason
201 West Ash Street
Mason, Mi 48854

CONTACT PERSON
Brian Tort, City of Mason Technology Consultant
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PART I

SPECIFICATIONS

The City of Mason is soliciting proposals from qualified firms to provide design, materials, construction and installation of a communication tower which is located at 201 W Ash Street. Sealed proposals will be received by 201 W Ash Street, Mason, Michigan 48854 until **4:00 P.M.** on **Wednesday, December 30, 2009,** at which time and place the names of proposers will be publicly read aloud.

There will be a non mandatory pre-proposal meeting at **11:00 A.M. on Wednesday, December 9, 2009** in the Council Room Chambers at Mason City Hall, 201 W. Ash Street, Mason, Michigan 48854.

A performance bond (or irrevocable letter of credit) and insurance certificates shall be required and furnished by the successful firm at the time of signature by the Contractor and the City.

Any bidder may withdraw their bid, either personally or by written request, at any time prior to the scheduled closing time for receipt of bids.

The City of Mason reserves the right to reject any and all proposals received, to waive any informality or irregularity in the proposal, or to accept any proposal that it deems to be the most favorable to the interests of the City.

The acceptance of any proposal made pursuant to this invitation shall not be binding upon the City until a contract is executed with the successful bidder. Your interest in our City is appreciated and the City of Mason respectfully seeks a proposal from your firm.

If you have any questions, please do not hesitate to contact either:

Brian Tort,
President, Central Solutions
119 E Maple Street,
Mason, MI 48854
(517) 676-4787

Deborah J. Cwiertniewicz
Deputy City Clerk
City of Mason
201 W. Ash Street
Mason, MI 48854
(517) 676-9155

Background Information: Mason is located in central Ingham County a few miles from the state capital in Lansing and serves as the county seat. Mason is the only county seat city in the United States located in the county containing the state capital that does not serve as the capital city. The city was first settled in the 1840's and was incorporated as a city in 1865. The downtown square is the focal point of the distinctive historic charm and character of our community. The majestic county courthouse, constructed in 1903 and recently renovated, provides the centerpiece for the historic architecture of downtown. The prominent clock tower atop the courthouse is a beacon to the heart of our unique community. Mason is a growing town of 7200 people located minutes from Lansing and East Lansing, home of Michigan State University. The agricultural setting surrounding the city is an attractive buffer from nearby urban areas. Quiet neighborhoods, a historic downtown, rural charm, affordable homes, a strong sense of community pride, a high-quality school system and convenient access to the Lansing, Grand Rapids, Ann Arbor, and Detroit metropolitan areas are a few of the attributes that makes Mason a great place to live and work.

Scope of Work: The intent of this Request for Proposal (RFP) is to solicit offers from qualified firms, with proven experience in installing Communication Towers;

The entire project will be completed in two phases with the second phase including disassembling and removal of the 36-year old, 140 foot tower once the new tower is in constructed and working properly.

Phase one is the construction of the new tower

The new tower needs to be 150 feet tall and either a three leg free standing tower or monopole design

List of Current Equipment Radios and Antenna on tower and purpose:

4.9 Ghz Wireless Link to County
460 Mhz School Radio Repeater
155 Mhz City of Mason & Public Works Walkies

This equipment needs to be moved to the new tower and additional spaces for proposed rental to outside companies will also need to be provided on the new tower.

Project start date will occur in January 2010
Completion of this project is anticipated to be in February 2010

The proposer will meet the following requirements:

The proposer chosen will design, construct and install a new tower and coordinate, disconnect, disassemble, and remove the old tower which is currently located at 201 W Ash Street. The tower being disassembled will not be taken down until the proposer has confirmed that all systems and/or antennas are working properly on the new tower.

Proposer will supply detailed drawings listing all parts and sections of the new tower to be constructed.

It shall be the responsibility of the proposer to determine quantities of all materials, including any special materials required and incorporate any such items in his/her cost. Proposer is responsible for all measurements. Project shall also include design and installation, including the foundation.

Proposer shall be responsible for protecting all underground facilities in compliance with Michigan Public Act 53 of 1974 - Protection of Underground Facilities (a/k/a MISS DIG). If any damage occurs, proposer shall stop work and notify the utility and the City immediately, and shall also take all necessary steps to protect persons and property.

Install all antennas supplied by the City and run all lines into the building as specified by the City.

- Shall be responsible for installing all line connectors and line grounding.
- Shall supply all necessary side arm brackets for all antennas to be installed.
- Assure that all antennas/lines are properly grounded.
- Propose fencing and/or a wall with a gate around the tower.
- Responsible for installing the base and all inspections and permits.
- Tower shall meet all ANSI/EIA and National Standards and withstand wind to 100 mph with an ice load of one inch.
- Tower and foundation shall be installed per all applicable building codes and local ordinances.
- Tower needs to be 150 feet tall
- Bids need to be for a 3-leg free standing and/or Monopole Tower Design
- There needs to be room for 3 antennas that are on the old tower described above and addition wind requirements for 1-3 additional rows at 80, 100, 120 foot elevations for a ring of cellular or other types of antenna for the proposed rental to outside companies.

General Specifications

PART 1 - SAFETY

A. All contractors and subcontractors performing services for the City are required and will comply with all Occupational Safety and Health Administration (OSHA), State and City Safety and Occupational Health Standards and any other applicable rules and regulations. Also, all contractors and subcontractors will be held responsible for the safety of their employees and any unsafe acts or conditions that may cause injury or damage to any persons or property within and around the work site area under this contract. Proposer shall provide all barricades and other safety equipment, as necessary.

B. Proposer shall take all necessary measures to prevent damage to other areas adjacent to his work. Should damage occur, as a result of the proposer's work, the proposer is responsible for the repair and/or replacement of the damaged area. Otherwise the City shall repair and/or replace the damaged area and charge the proposer or deduct the amount from the proposer's invoice.

C. Proposer is responsible for the storage and security of all materials, supplies and equipment as well as of their subcontractors in a neat and orderly manner so as not to unduly interfere with the progress of work or the operation of City business. Proposer shall not unload, move, hoist and/or store material or equipment to interfere with normal use of facilities, roads, driveways, sidewalks or building entrances, except with prior written authorization of the City of Mason.

D. Proposer shall perform cleanup of work area on a daily basis to remove debris from that day's work. At completion of the project, the proposer shall remove all equipment, surplus material, rubbish and debris, etc. from the premises and legally dispose of it. All surfaces involved in the work shall be cleaned and made ready for use. Proposer shall remove all rubbish and debris from City property

E. Work will be accomplished onsite during construction of new City Hall building on the property of a Working City Hall and Fire Department. The proposer shall be required to take all necessary precautions to protect building occupants and traffic flow from the harmful effects of the construction and the maintenance of utility services. Proposer to coordinate work on a daily basis with the city's Technology Project Manager.

PART 2 - MATERIALS AND DESIGN

A. Proposed tower must meet all ANSI/EIA and National Standards as well as Federal, State and Local Building requirements.

B. Equipment and materials provided for the system installations shall be standard product of a manufacturer, regularly engaged in the manufacture of the product for a minimum of two years prior to this proposal. Discontinued models are not acceptable. The equipment shall be supported by an authorized service organization or factory employee (of the manufacturer/supplier) that is reasonably convenient to the jobsite.

C. Proposer shall represent and warrant that the goods, materials and supplies or components offered to the City under this proposal are new, not used or reconditioned and are not of such age or so deteriorated as to impair their usefulness or safety and that the goods, materials, supplies or components offered are current production models of the respective manufacturer.

PART 3 - INSTALLATION

A. Installation of foundation and a communication tower shall be in accordance with the latest manufacturer's recommendations and by professionals meeting the conditions of manufacturer's written or published instructions and warranty.

B. Upon completion and acceptance of the installation, the communication tower shall be tested to demonstrate satisfactory functional and operating efficiency. All test deficiencies shall be corrected and retested prior to acceptance by the City.

All instruments, facilities and labor required to properly conduct the tests shall be provided by the proposer.

C. It shall be understood and agreed upon by the proposed that the work herein described shall be completed in every detail, even though every item involved is not particularly mentioned. The proposer shall be held responsible to provide all labor and materials for the completion of work intended and described, and shall not avail himself of any manifestly unintentional error or omission, should such exist.

PART 4 - QUALITY ASSURANCE

A. The proposer shall maintain, throughout the project, a competent superintendent, satisfactory to the City, with authority to act for him in all matters pertaining to the work.

B. The proposer shall confine his operations to the areas to be improved and to the areas allotted him by the City's representative for material and equipment storage.

C. All workmanship, manufacturing procedures, product performance and materials shall be subject to random testing and inspection. If any findings or test studies reveal improper materials, defective components or inadequate performance, the proposer shall remove and replace the materials in question. If, after replacement, the tower does not perform in accordance with the contract requirements, the proposer must present in writing an explanation to the City as to the reason for lack of performance as originally proposed. It must also state the proposed solution(s) to satisfy the contract requirements. If the problems are not completely rectified in 90 days, a full refund and removal procedure will be implemented and adhered to by the proposer and manufacturer.

D. Minimum of two-year warranty on materials and proposer's warranty on all materials, equipment and workmanship for a period of two-years from the date of final acceptance of the complete job, against original defects of material and workmanship or excessive wear or deterioration and defects to be made good at the proposer's expense with no cost or obligation to the City.

PART 5 - SUBMITTALS

A. Proposer must submit manufacturer's literature, including installation instructions.

B. Manufacturer's manuals shall be provided and include the manufacturer's name, telephone number, model number, service manual number, parts list and brief description of all equipment and their basic operating features. The maintenance instructions shall list routine maintenance procedures, possible breakdowns and repairs and troubleshooting guide.

C. Additional testing shall be performed by City personnel or outside consultant for final acceptance.

PART 6 - DELIVERY, STORAGE, AND HANDLING

A. Deliver components in manufacturer's original undamaged and unopened containers with labels intact and legible.

B. Store and handle materials to prevent damage and deterioration. Materials damaged or defective as determined by the Director of the Department of Public Services or his authorized representative shall be replaced or repaired at no additional cost to the City.

D. Storage of materials and equipment in conjunction with this contract is the responsibility of the proposer. Stored materials and equipment on site shall be stored in a location as directed by the Director of Public Services or his authorized representative.

PART 7 - PROJECT CONDITIONS

A. The proposer acknowledges that he has examined the site and the submission of a proposal shall be considered evidence that examination has been made. The proposer has carefully estimated the difficulties with the existing conditions as they relate to the total and entire satisfactory completion of the work. Proposers may visit the proposed site located behind 201 W Ash Street, Mason, Michigan. 48854

B. All work shall be completed according to manufacturer's instructions, specifications, and standard trade practices.

C. The proposer shall field verify all quantities, measurements, dimensions, and existing conditions. The proposer shall review the contents of the specifications and verify discrepancies (if any) prior to submitting this proposal document. There will be no change orders based on mistaken quantity, count, measurements or dimensions.

D. Proposer shall work with the City's Technology Project Manager to coordinate work on the site.

PART II

INSTRUCTIONS TO PROPOSERS AND GENERAL PROVISIONS

The City of Mason is accepting sealed proposals from qualified firms to provide design, materials and installation of a communication tower to be located behind the Mason Police Station and disassemble and remove the old tower.

There will be a non mandatory pre-proposal meeting at **9:00 A.M.** on **Wednesday, December 9, 2009** in the Council Room Chambers at Mason City Hall, 201 W. Ash Street, Mason, Michigan 48854.

Three (3) complete copies of the proposal shall be enclosed in a sealed envelope or carton and delivered in person, by messenger, or by U.S. Mail no later than **4:00 P.M.** on **Monday, December 21, 2009**, at which time proposals received will be publicly opened. Only the names of the companies submitting proposals, not pricing, will be read aloud. Late proposals will be rejected. All costs are to be compiled on the Confidential Pricing Form. **Do not include any pricing within the body of your proposal.** The pricing must be included in a **separate sealed envelope.**

If the proposal is to be express mailed, "Proposal Documents Enclosed" must be conspicuously marked on the package. All proposals, regardless of method used for delivery, are to be delivered to the following address:

City of Mason
Office of the City Clerk
Attn: Deborah Cwiertniwicz, City Clerk
201 W Ash Street
Mason, MI 48854

Your proposal packaging must be clearly marked and delivered with the following information:

Proposal should be marked: Company Name: Communication Tower Proposal
Date Due: Monday, December 21, 2009 at 4:00 p.m.

Pricing should be marked: Company Name: Communication Tower Pricing
Date Due: Monday, December 21, 2009 at 4:00 p.m.
"CONFIDENTIAL PRICING ENVELOPE"

Both envelopes ***must*** be delivered to the Office of the City Clerk before the due date and time so they can be stamped received and filed appropriately. Proposals are considered received when in the possession of the City Clerk. If your proposal is not received before the due date and time, it will be disqualified and will not be opened or considered.

The City reserves the right to reject any or all proposals and to waive any irregularities in the proposal if it is determines it is in the best interest of the City to do so. The City does not intend to pay for the information solicited or obtained. In addition, the City reserves the right to reject any and all proposals on the basis of potential conflict of interest.

The City will not be liable for any cost incurred by the proposer for any work performed through and including the execution of a contract for services, prior to the execution of a contract.

If you have any questions regarding this RFP, please contact Brian Tort, Technology Project Manager, at 517-676-4787, via facsimile at 517-676-479, tortb@centralsolutionsinc.org.

Table of Contents Sections:

A. Signed Indemnity Form (attached as Exhibit "B")
B. Introduction
C. Tower Information and Manufacturer's Warranties, Training, if needed.
D. References (Attached as Exhibit "C")

E. The Pricing Fee Structure must be contained in a separate confidential, sealed envelope as detailed on Page 2 under "Instructions to Proposers and General Provisions". Do not include pricing within the binder.

Section A – Signed Indemnity Form (attached as Exhibit "B")

Section B – Introduction (Include Questionnaire): This section should contain a brief introduction of your company, including, but not limited to, the following information:

- The street address and contact person's name for your firm's office.
- Is service, if needed, dispatched from the office mentioned above?
- Include the number of years of experience in the business of tower construction and installation and number of years of experience in servicing to municipalities. Please list municipalities;
- How many employees will be assigned to this project?

Section C – Construction and Warranties

1. **Construction:** Include a timeline, with your proposal, for design, construction, installation and operation of new communication tower as well as disassembly of current tower. The proposer must state a definite time for completion of the project from the time the award is made.

2. **Equipment Warranties and Maintenance:** Include an overview of the warranties and maintenance for required equipment. Towers installed must remain 100% fully functional for twenty (20) years from the installation date.

Section D – References: This section shall contain names of at least three (3) other municipalities or local governmental agencies where you have constructed towers for within the past five (5) years. Please include company name, address, telephone number and contact person. References shall be attached as Exhibit "C".

Section E - Cost of Services: Provide a breakdown of all costs associated with a new communication tower. This information must be placed in the envelope marked **"CONFIDENTIAL PRICING ENVELOPE"** and must **not** be included within the body of your proposal. Also include cost for design, materials, installation, and ongoing maintenance of the new tower. A separate line item for disassembly of the current tower and/or wall should also be listed.

Preparation of the RFP: Proposers are expected to examine all related documents. Failure to do so is at the proposer's risk. Each proposer shall furnish the information required by the RFP. The proposer shall sign his/her proposal and print or type all requested information on

the face page.

Questions Regarding the RFP: To ensure fair consideration for all proposers, the City prohibits communications regarding this proposal to or with any elected or appointed official, department, or employee during the submission process. Any questions relative to interpretation of specifications and/or the proposal process shall be directed to the Technology Project Manager, in writing, no later than 10:00 a.m. (2) business days before the period set for the receipt and opening of the proposals. via e-mail at tortb@centralsolutionsinc.org.

All interested firms shall follow the formal point of contact as set forth herein and shall not lobby the individual employees of the City. Failure to follow these procedures will be grounds for disqualification.

Proposal Evaluation: Proposals will be evaluated on anticipated quality of service and all price aspects based upon the following principal elements:

1. Experience of the company in offering similar services to other government organizations based on a combination of price, qualifications, proposed features, structures and materials and other information it deems relevant to its decisions;
2. Site where staff can view a similar tower within driving distance;
3. Availability of company's representatives as well as toll free numbers in the event of inoperability;
4. The plans are of superior technical quality, clear and concise and will result in a tower that can be constructed in a timely fashion and will have the capacity for the provision of additional antennas and will generate revenue for the City;
5. The City's equipment is priority in all cases and the risk posed by any installation to the operation of public safety communications will be considered. A proposal that demonstrates non-interference between City communications will be advantageous as well as a proposal that is designed in a manner that permits expansion to accommodate future tenants with no physical relocation or disruption of the City's radio communications system is advantageous.

A City selection committee will evaluate company proposals with a preliminary screening used to identify competitive proposals. The Purchasing Department may request proposers to make a presentation at a set time and date. The City reserves the right to take additional time for reference review, site visits, or proposal negotiations or to reject any and all proposals as well as accept the proposal in whole or part.

Proposer Responsibilities: The Proposer shall be capable of providing all professional services as described under Scope of Services and to maintain those capabilities until notification that their RFP was unsuccessful. Exclusion of any service for the project will serve as cause for rejection.

The proposer shall designate a single representative who will act as the prime contact for the proposer and is authorized to sign any written agreements or make any oral representations to the City.

The building code requires the proposer to submit sealed foundation design plans with their application for a building permit. These plans are done as common construction practice.

The communication tower must be in place and fully operational within 60 days after date of award. Extensions will be granted for a reasonable cause.

Proposal Content: The information provided in this RFP is intended to assist the proposer to respond properly to the RFP. However, it is not intended to limit a proposal's content or to exclude any relevant or essential data. The proposer is encouraged to include additional information that will substantiate its service capabilities, product quality, and support commitment. The proposer in its proposal must address any exceptions or alternate offerings to this request.

Disclosure of Contents: All information provided in the RFP will be held in confidence and will not be revealed or discussed with competitors until the deadline for submission of proposals have expired. Pursuant to Section 13(1)(j) of the Michigan Freedom of Information Act, as amended, MCL 15.243(1)(j), provides that a public body may exempt from disclosure as a public record a proposal by a person to enter into a contract or agreement, until the time for the public opening of the proposals, or if a public opening is not conducted, until the deadline for submission of proposal has expired.

If there is any portion of a company's proposal that the City finds unacceptable or otherwise in need of change, the City reserves the right to negotiate with any or all such proposers to change proposals. Companies are encouraged to present any information about additional features or services that they believe make their service the best choice for the City.

Taxes: The City of Mason is tax exempt.

PART III

PROPOSER QUESTIONNAIRE

Proposers must complete the following questions and include in their proposal document. Please include any additional information not specifically requested below or within this proposal that will assist the City with selection of the most beneficial proposal. The firm name should appear on each page and the last page must be signed and dated by the firm's authorized contact.

1. Name of Firm
2. Contact Name/Title
3. Office Address
4. Local Telephone/Fax Numbers
5. E-mail address
6. Website
7. Date established
8. How many years have you been in business?
9. Organization structure (corporation, partnership, etc.)
10. How many years has your company been providing communication towers?
11. List the last five (5) contracts for communication towers that your company has installed. Describe services, names, address and telephone number. Please include public sector clients and clients within the State of Michigan.
12. How many employees does your company employ? Full time? Part time?
13. Please give a complete description of the project and services that you will provide for the City, including materials and equipment to be utilized.
14. Provide a work plan for the services to be performed for the City of Mason.
15. Describe any recommendations for the successful completion of the project meeting the City's objectives.
16. Provide a list of materials to be utilized for this project, including quantities.
17. What is the approximate time frame for completion of the project? Please state start time (in days) after award of contract.
18. Provide a list of all professional staff to be assigned to this work. What are the qualifications of your staff to be assigned to this project including the primary contact to be assigned? Include the name, title, and years of experience, full/part time, on-call availability, qualifications and experiences of each employee.
19. What communication tower manufacturers do you represent? State number of years you have been installing the manufacturers' product.
20. Explain why this manufacturer's product will best meet the City's needs.
21. Indicate what licenses and/or certifications you currently hold.
22. Will subcontractors be utilized on this project? If so, please identify name of company and scope of work.
23. Describe the warranty for the communication tower, both by the manufacturer and the proposer. Please provide a copy of written warranty with proposal submittal.

24. Describe necessary preparations prior to installation of the communication tower.
25. List any routine maintenance that needs to be completed with the communication tower.
26. Describe the communication tower's physical attributes.
27. Do you require a contract? Provide a copy if required.
28. Provide the manufacturer's name, address, telephone number and model number.
29. Provide manufacturer's literature including installation instructions, manufacturer's operation and maintenance manual. The maintenance instructions shall list routine maintenance procedures, possible breakdowns and repairs and troubleshooting guide.
30. List any additional information you would like to include which may not be included within this Questionnaire.

APPENDIX "A"

ASR Registration Search

Registration 1064256

Map Registration

Registration Detail

Reg Number	1064256	Status	Constructed
File Number	A0074897	Constructed	06/01/1997
FAA Study	96-AGL-1710-OE	EMI	No
FAA Issue Date	01/29/1997	NEPA	No

Antenna Structure

Structure Type TOWER - Free standing or Guyed Structure used for Communications Purposes

Location (in NAD83 Coordinates)

Lat/Long	42-34-43.0 N 084-26-44.0 W	203 W ASH ST
City, State	MASON , MI	
Center of AM Array		

Heights (meters)

Elevation of Site Above Mean Sea Level	Overall Height Above Ground (AGL)
274.6	43.0
Overall Height Above Mean Sea Level	Overall Height Above Ground w/o Appurtenances
317.6	38.0

Painting and Lighting Specifications

None

Owner & Contact Information

FRN Licensee ID

Owner

MASON, CITY OF
Attention To: SGT EDWARD L HUDE
201 W ASH ST
P.O. Box 370
MASON , MI 48854-0370

P: (517)676-9155
E: WWW.MPD@INGHAM.ORG

Contact

P:
E:

Last Action Status

Status	Constructed	Received	05/03/1999
Purpose	New	Entered	05/05/1999
Mode	Mail In (Manual)		

Related Applications

05/03/1999 A0074897 - New (NE)

Comments

Comments

None

EXHIBIT "A"

NON-COLLUSION AND FULL DISCLOSURE AFFIDAVIT

STATE OF MICHIGAN)
)SS
COUNTY OF_____)___

_____
being first duly sworn, deposes and says that he/she is the proposer making the foregoing proposals, or that he/she is the authorized representative, agent, member, or officer of the proposer and that such offers are genuine and not collusive or sham; such proposer has not colluded, conspired, connived, or agreed, directly or indirectly, with any proposer or person, to put in a sham proposal, or to agree that such other person shall refrain from submitting a proposal; and has not in any manner, with any person, conspired to fix the proposal price of affiant or any other proposer or to fix any overhead, profit or cost element of said proposal price, or of that of any other proposer, or to secure any advantage against any person or persons interested in the proposal; and that all statements contained in said proposal are true; and further, that such proposer has not, directly or indirectly, submitted this proposal or the contents thereof, or divulged information or date relative thereto, to any association or to any member or agent thereof.

Further, this proposer is affiliated with, has an interest in, has a working relationship with, or has principals, agents, or employees with such affiliations, relationships, or interests in, the following companies, entities, or d/b/a:

Name	Address	Telephone	Contact Person	Relationship

(Use a blank page to continue with additional listings)

_____
Affiant

Sworn to and subscribed before me this _____day of _____, 2008

_____
Notary Public, State of Michigan, County of _____
My Commission Expires _____
Acting in the County of _____

THIS AFFIDAVIT MUST BE COMPLETED, SIGNED, NOTARIZED AND INCLUDED IN YOUR RFP SUBMISSION. FAILURE TO DO SO MAY DISQUALIFY YOUR RFP.

EXHIBIT "B"

HOLD HARMLESS AND INDEMNITY

To the fullest extent permitted by law, the proposer expressly agrees to indemnify and hold the City of Mason (City), its elected and appointed officials, employees and volunteer and others working on behalf of the City, harmless from and against all loss, cost, expense, damage, liability or claims, whether groundless or not, arising out of the bodily injury, sickness or disease (including death resulting at any time there from) which may be sustained or claimed by any person or persons, or the damage or destruction of any property, including the loss of use thereof, based on any act or omission, negligent or otherwise, of proposer or anyone acting in its behalf in connection with or incident to this contract or the work to be performed hereunder, except that the proposer shall not be responsible to the City on indemnity for damages caused by or resulting from the City's sole negligence; and the proposer shall, at its own cost and expense, defend any such claim and any suit, action, or proceeding which may be commenced hereunder, and the proposer shall pay any and all judgments which may be recovered in any such suit, action or proceeding, and any and all expense, including, but not limited to, costs, attorneys' fees and settlement expenses which may be incurred therein.

PLEASE PRINT:

PROPOSER NAME_____

AUTHORIZED REPRESENTATIVE_____

SIGNATURE_____

PROPOSER ADDRESS_____

PHONE_____

WITNESS_____

DATE_____

This form **must** be completed and returned with your proposal.

EXHIBIT "C"

REFERENCES

PROPOSER TO COMPLETE ALL BLANKS IN THIS DOCUMENT

LIST AT LEAST **THREE** REFERENCES DURING THE PAST FIVE YEARS WITH WHOM YOU HAVE HAD SIMILAR CONTRACTS. THESE REFERENCES **MUST** BE INCLUDED WITH YOUR RFP.

1. Company or City ~~Contact~~ _____

Name Telephone Num~~ber~~ _____

_____

2. Company or City

Contact Name _____

Telephone Number _____

_____

3. Company or City _____

Contact Name _____

Telephone Number _____

Proposer's Signature _____ Date _____

Company _____

This form **must** be completed and returned with your proposal.

EXHIBIT "D"

CONFIDENTIAL PRICING FORM

The undersigned hereby declares that he has carefully examined the instructions and specifications and will furnish all labor, materials, and equipment to perform all work for a disassembly, disposal, of the current tower and design, installation and assembly and maintenance of a new tower for the prices set forth in this proposal. Proposer has carefully examined the specifications, has visited the sites of work, and has fully informed themselves as to all conditions and matters, which would in any way affect the work or the cost thereof. Proposals not conforming to these specifications will be rejected and it will be the responsibility of the proposer to conform to these requirements unless deviations have been cited in the proposal and our acceptance made on that basis. The undersigned proposer further agrees and understands that the City of Mason is reserving the right to reject any and all proposals and the right to waive irregularities in the process if it determines such action to be in the best interest of the City to do so. It is understood and agreed that all proposals shall remain in effect ninety (90) days from the date of the proposal opening to allow for award of the proposal.

Please itemize your costs on page 2 of this Confidential Pricing Form. Attach additional sheets, if necessary, to include all costs.

How did you receive notification of this proposal? _____

How did you obtain the specifications? If documents were downloaded from a website, please list: _____

COMPANY_____

ADDRESS_____

CITY/STATE/ZIP_____

REPRESENTATIVE/TITLE_____

TELEPHONE/FAX_____

EMAIL ADDRESS/WEBSITE_____

TERMS_____

SIGNATURE/DATE_____

EXHIBIT "D"

CONFIDENTIAL PRICING FORM

Please itemize your costs for this proposal below. Add any items, which have not been included.

Total cost $_____

_____

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PROPOSER_____